



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

8/11/14

Teisha O'Brien
202 Gilbert St
Muscatine IA 52761

Dear Teisha,

This letter is in regards to the 8/6/14 compliance check of your Level C, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

☐ 110.5(1)b All medicines and poisonous, toxic, or otherwise unsafe materials are secured from access by a child.

Teisha needs to move chemicals above changing table to top shelf on shelving unit in the bathroom.

☐ 110.5(1)h A safe outdoor play area is maintained in good condition throughout the year.

Teisha needs to anchor her Little Tikes swingset.

☐ 110.5(1)h Is kept free from litter, rubbish and flammable materials.

Teisha needs to remove trash near her sandbox.

☐ 110.5(1)n Each smoke detector is tested monthly, and a record is kept for inspection purposes.

Teisha needs to update her check sheet with dates when checked.

☐ 110.5(2)b Certificates or training verification documentation for:

☐ 110.5(2)b Within the first three months of registration:

☐ 110.5(2)b Two hours of approved child abuse and neglect mandatory reporter training (and every 5 years thereafter.)

Teisha needs to show current course completion for Russell and Teisha.

☐ 110.5(2)c An individual file is maintained for each staff assistant and contains:

☐ 110.5(2)c Certification of two hours of approved training relating to identification and reporting of child abuse within 6 months of employment and repeated every 5 years.

Teisha needs to show documentation of current course completion for Jill.

☐ 110.5(2)d An individual file is maintained for each substitute and contains:

- ☐ 110.5(2)d Certification of two hours of approved training relating to identification and reporting of child abuse within 6 months of employment and repeated every 5 years.

Teisha needs to show documentation of current course completion for Jill.

- ☐ 110.5(3) Activity Program.

- ☐ 110.5(3)e All play equipment and materials are in a safe condition, for both indoor and outdoor activities.

Teisha will need to show certificate of compliance for one crib. Please also refer to 110.5(1)h.

- ☐ 110.5(8) Children's Files

- ☐ 110.5(8) An individual file is maintained for each child and updated annually or when there are changes. Each file contains:

- ☐ 110.5(8)d For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian.

Need for A.L., B.R.

- ☐ 110.5(8)e For school aged children: An annual statement of health condition signed by the parent or legal guardian, annually from date of admission physical.

Need update for R.D., D.M.

- ☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.

Need updated physical for R.C., A.C., E.G.

- ☐ 110.5(8)f A list signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.

Need for A.L.

- ☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

Need for M.C., A.L., B.R. Need update for A.B.(4), A.B.(2) Need signature and date on form for J.B.

- ☐ 110.5(8)h For each school-age child, record of a physical exam completed at the time of school enrollment or since.

Need for A.L., B.R.

- ☐ 110.5(8)i Written permission from the parent(s) for their child to attend activities away from the child development home. It must include times of arrival and departure, destination, and person(s) responsible for the child.

Need for A.L.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations by 9/25/14.**

☐ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur sometime on or after **9/25/14**.

Please do not hesitate to contact me at DHS at (319) 208-5521 if you have any questions regarding this letter.

Sincerely,

Chad Reckling
Social Worker II

MACHELLE PEZLEY
Machelle Pezley
Social Work Supervisor

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 1-866-324-3236

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).